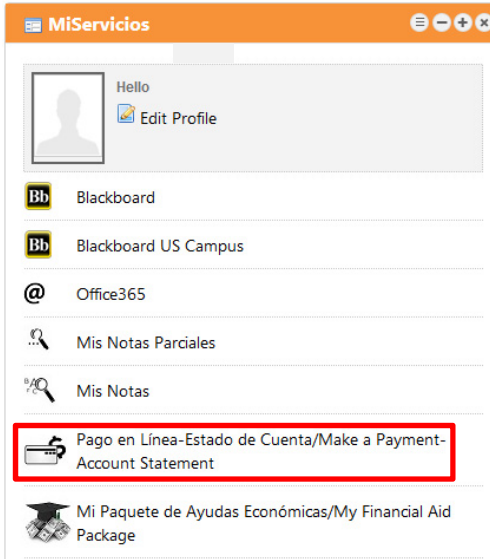


¿Cómo Pagar su Matrícula?

1. Acceda **MiServicios** en el Portal, la sección de **Pago en Línea – Estado de Cuenta**.



2. Al acceder le aparecerán un resumen de los cargos y pagos realizados por término. Revise y verifique el término al cual que desea pagar. Una vez identificado el término y proceda a la parte inferior de la pantalla y presione **Pagar**.

SECOND SEM 2016-17		Nombre del Término			
Detail Code	Description	Charge	Payment	Balance	
VFFA	VIRTUAL PR LATIN FEES BUS ADM	\$255.00		\$0.00	
VFTA	VIRT PR LATIN GRAD TUI BUS ADM	\$780.00		\$0.00	
V536	EXENCION DE COSTOS		\$780.00	\$0.00	
V622	VIRTUAL WEB PAYMENT		\$255.00	\$0.00	
Term Charges:		\$1,035.00			
Term Credits and Payments:			\$1,035.00		
Term Balance:					Balance a Pagar → \$0.00

3. Luego de seleccionar pagar le preguntará que seleccione el término académico al cual desea realizar el pago. Seleccione el **término** que identificó en el **paso #2** y presione **Submit**.

Seleccione Término Académico / Select Term

Seleccione el término academic. Presione **Submit** ./ Please select the academic term. Press **Submit**.

FIRST SEMESTER = (agosto a diciembre)/(August to December).

SECOND SEMESTER = (enero a mayo). / (January to May).

SUMMER = (junio-julio). / (June to July)

* Los términos View Only no están disponibles para matrícula. / View Only terms are not available for registration.

Select a Term:

RELEASE: 8.7.1

4. Una vez seleccionado el término le aparecerá la pantalla para colocar la cantidad que desea pagar. Coloque la **Cantidad** y presione **Submit**.

Credit Card Payment

indicates required field

Payment Amount:

RELEASE: 8.7.1

- Esto invocará el portal de pago. Si desea pagar utilizando una Tarjeta de Crédito (Visa o MasterCard), seleccione bajo *Payment Method* “**New Card**”. Si el pago será a través de cuenta de cheque o ahorro seleccione “**New Bank Account**”. Coloque la información y presione **Continue**.



Ana G. Mendez University System

Universidad Ana G. Mendez Tuition & Fees

[PAYMENT INFORMATION](#) > [PAYER INFORMATION](#) > [REVIEW & SUBMIT](#) > [COMPLETE](#)

Payment Amount

\$ 127 .50

Payment Method

New Card

Card Number Expiration Date Security Code [What is this?](#)



[Cancel](#)

Please note you will not be charged until you Submit at end.

Continue

- Revise los términos y condiciones, y si está de acuerdo presione **Accept Terms**.

Review & Accept Terms

Payment Method

Amount

VISA Ending in 1111	\$127.50
----------------------------	-----------------

Official Payments Terms and Conditions:

Completion of a payment transaction is contingent upon both the authorization of payment by your card company and acceptance of your payment by the entity you are paying. In the event that your payment is unable to be processed, Official Payments will attempt to notify you at least once using the contact information you have provided. In the event your payment is not processed or authorized by your card company or the applicable entity you are seeking to pay fails to accept your payment your payment liability shall remain outstanding and unpaid and you will be subject to all applicable penalties, late fees and interest charges assessed by the relevant entity thereon, all of which obligations remain your sole responsibility.

By clicking the "Accept" button below you hereby confirm your authorization for us to charge your selected credit or debit card, and agree to pay, the "Total Payment" amount indicated, subject to and in accordance with the agreement governing the use of your credit or debit card.

Printer Friendly

[Back](#) | [Cancel](#)

Please note you will not be charged until you Submit at end.

Accept Terms

7. Coloque su información y presione **Submit**.

Please enter your account information

Name
First Name MI Last Suffix

Country
United States

Address
Street Address
Street Address 2
Apartment or Suite Number

City State Zip code

Daytime phone
 US International
() -

Note: Please provide area code and extension in case we need to contact you regarding your payment.

Enter your email
Email Confirm email

[Back](#) | [Cancel](#)

Please note you will not be charged until you Submit at end.

Continue

8. Revise la información ingresada y presione **Submit** para que el pago sea procesado.

REVIEW & SUBMIT

Payment Method	Amount
VISA Ending in 1111	\$127.50

Account Information	Name
	Juan D Pueblo
	Street Address
	POX BOX PRUEBA
	City
	SAN JUAN
	State
	PR
	Zip code
	00926
	Country
	United States
	Daytime phone
	(787) 288 - 1118
	Email
	juand@gmail.com

[Back](#) | [Cancel](#)

It is only necessary to click the "Submit" button once. Clicking the "Submit" button multiple times may result in the processing of multiple payments.

Submit

9. Una vez el pago sea procesado le aparecerá el número de confirmación. En la parte superior derecha podrá descargar el recibo presionado "Print". Luego presione **Continue**.

PAYMENT INFORMATION > PAYER INFORMATION > REVIEW & SUBMIT > COMPLETE

Your payment has been completed successfully. Thank you.

PRINT

Please click continue.

Continue

Consumer Fraud Warning : Consumers are warned that fraud can and does occur. Please call Official Payments toll-free at 877-600-4033 to report fraud or suspected fraud.

Confirmation Number	Date & Time
1587216243665	Wednesday, June 7, 2017 02:35PM ET
Payment Method	Amount
VISA Ending in 1111	\$127.50

Account Information	Name	Juan D Pueblo
	Street Address	POX BOX PRUEBA
	City	SAN JUAN

10. Luego de haber realizado el pago, ingrese nuevamente a **Pago en Línea – Estado de Cuenta** y revise que el pago fue adjudicado al término que usted deseaba. Si por alguna razón usted entiende que el pago no fue adjudicado al término indicado debe enviar un correo electrónico a la Oficina de Tesorería a tesoreria-ut@suagm.edu o comunicarse al 787-743-7979 ext. 4551.